



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



JENNIFER M. GRANHOLM  
GOVERNOR

THOMAS D. WATKINS, JR.  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

February 11, 2004

**MEMORANDUM**

**TO:** Local and Intermediate School District Superintendents, Local and Intermediate School District Directors of Special Education, Chief Executive Officers of Public School Academies, Special Education Advisory Committee, Intermediate School District Parent Advisory Committee Chairs, State Parent Advisory Committee, Early-On Coordinators, State Interagency Coordinating Council, Continuous Improvement Monitoring Steering Committee, Department of Corrections, Department of Community Health, Family Independence Agency, State and Local Hearing Officers, Education Alliance and Organizations and Associations Interested in Special Education and Early-On

**FROM:** Jacquelyn J. Thompson, Ph.D., Director  
Office of Special Education and Early Intervention Services

Roberta E. Stanley, Director  
Office of Administrative Law and Federal Relations

**SUBJECT:** Transfer of Responsibility for Administering Special Education Due Process Hearings to the Office of Administrative Law

Over the past few years, the Office of Special Education and Early Intervention Services has been working with the Department of Education's Office of Administrative Law to improve the management of the due process system for resolving Special Education disputes. This collaboration, along with the feedback from special education stakeholders through the Continuous Improvement Monitoring Process, has created insights for long-range improvement to the system. Also, the variety of fiscal and staffing constraints created by state budget challenges have required both Offices to assign staff and work as efficiently as possible. Thus, beginning this month, responsibility for the daily management of the due process hearing system has been transferred to the Office of Administrative Law. Please make note of the following contact information for due process hearing matters.

**Coordinator:** Lauren Harkness  
Administrative Law Judge  
Office of Administrative Law  
[harknessl@michigan.gov](mailto:harknessl@michigan.gov)

**Surface Mail:** Office of Administrative Law  
608 W. Allegan Street  
P.O. Box 30008  
Lansing, Michigan 48909

**Support Staff:** Debbie Maurer and Pat Hampton  
Administrative Law

**Phone:** (517) 373-8369  
**Fax:** (517) 373-9238

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608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909  
[www.michigan.gov/mde](http://www.michigan.gov/mde) • (517) 373-3324